

Spring Brook Watershed Lake Management District Draft Minutes

Monday 6:30 PM on 6 December, 2021,

Mukwonago Town Hall W320 S8315 Beulah Rd, Mukwonago, Wisconsin 53149

6:30 PM Call Meeting to Order: Meeting was called to order by Chairman Guy at 6:30 PM. All commissioners were present. Residents in attendance included Kathryn McNelly-Bell and Chris Champaigne. Others included Steve Hasler.

Open Forum: Commissioner McNelly reported that he had received a call from a SBWLMD resident requesting information use on motorized vehicles on the dike. This topic will be discussed during the dam maintenance agenda item.

Correspondence: Secretary McNelly reported receiving several pieces of correspondence.

1. A letter from Department of Revenue requesting electronic submittal of the approved 2021 tax levy. McNelly completed the electronic form indicating the levy is \$4500 with \$1.16 being assessed against properties in the Town of Genesee and \$43498.84 properties in the Town of Mukwonago. These property taxes will be collected in the remainder of 2021 and 2022 and will be submitted to SBWLMD.
2. Secretary McNelly reported that he sent letters to Administrator of the Town of Mukwonago, the treasurer of the Town of Genesee, the Waukesha County Treasurer and the representative for our insurance provider identifying the current slate of officers representing SBWLMD.

Secretary's Report:

- Review and approve the Secretary's report for the 13 September 2021 meeting. Motion by Guy and second by Commissioner Topczewski to approve the minutes as drafted. Motion unanimously approved.

Treasurer's Report:

- Review Treasurer's report and tax levy receipts. Treasurer Pritzlaff provided a written reported dated 30 November, 2021 indicating that the balance of SBWLMD assets at Citizens Bank is \$5576.02 and the assets in the Local Government Investment Pool (LGIP) is \$40743.09. Income since the previous meeting was \$5.22 in interest paid on assets held in the LGIP account. No withdrawals from either account occurred
- Review interest earning options for SBWLMD assets. . Treasurer Pritzlaff indicated that only low interest earnings with security of funds is currently available. No other better options for investment of SBWLMD funds were identified.
- Take action on bills. No bills were submitted.

Motion by McNelly, which was second by Guy, to approve the Treasurer's report. The motion unanimously approved.

Establish Committees/Chairs for Dam Maintenance, Educational Outreach, Water Quality and Recreation and Fisheries. Commissioners should contact residents of the district and other interested parties to serve as chairs to work on these ad hoc committee assignments.

Pritzlaff reported that Brent Zylka was interested in serving as Dam Maintenance committee chair. McNelly reported that Casilynn Hansen was interested in serving as the education outreach committee chair. Kathryn McNelly-Bell volunteered to serve as the water quality committee chair.

Commissioner Dan Bell volunteered to serve as the recreation and fisheries committee chair.

Guy made a motion to approved the committee chair nominations. This motion was second by Bell and unanimously approved.

Chairman Guy directed Secretary McNelly to send each of ad hoc committee chairs an email thanking them for their agreeing to serve and to define their roles, primary duties and the reporting structure back to the board of commissioners.

Watershed and lake information, dam maintenance and future needs discussion:

- Dam failure analysis and secondary spillway calculation (using FEMA data) – Open bids and take action. Kathryn McNelly Bell, ad hoc chair of the committee charged with seeking bid made the required three bid request for a government project over \$2500. One firm declined to bid. Two other firms did bid. McNelly-Bell presented the bids. Commissioners discussed the bids,. McNelly made a motion to proceed with acceptance of the low bid for the owner’s inspection scheduled for 2021, with the condition that the bid be discussed with the DNR dam safety engineer to confirm that the awarded proposal will meet all DNR requirements and to ensure that the dam failure analysis can be postponed into the future. This motion was second by Guy and unanimously approved. Guy indicated that he would like to participate in a conference call with McNelly, McNelly-Bell and the dam engineer, as he has had substantial experience with government bidding and project approval. Secretary McNelly directed to set up call to discuss the \$2190 owners inspection with Stormwater Water Solutions after receipt of DNR concurrence on this proposed strategy.
- Dam maintenance activities – evaluate options for primary spillway signage – enclosure and brushing activities and rip-rap repair for eroded areas. McNelly reported that the metal fabricator the he had worked with has retired and is not interested in building the outlet barrier. Pritzlaff will seek an estimate from the fabricator he had contact with and will report back to the board of commissioners.

Guy reported that a lake district resident requested information on the use of motor vehicles on the dike, as he had seen ATVs being operated on the dike and wondered if this was a permissible recreational use. McNelly provided a brief history including statement is the primary responsibility of SBWLMD is maintenance of the lake and to do this we need to protect the dike. Waukesha County has a greenway ordinance that prohibits recreational motorized vehicles and horse use on county lands . McNelly also reported that SBWLMD had an easement across Pritzlaff lands that allow vehicular access only for official approved maintenance and emergency access to the dam and to Waukesha County lands to the south and east of the dam. McNelly reported that he had asked several residents to curtail unnecessary vehicle operations on the dike as it has the potential to impact the turf and cause compaction of the earthen dike potentially resulting in erosion and damage to the structure. Commissioners discussed the issue and were of the perspective that as the County lands to the south preclude vehicular access that the only vehicle use that has occurred is maintenance, DNR survey equipment and some usage by Pritzlaff and their invited guests. The commissioners did not believe this use was extensive but agreed to consider whether additional restriction of recreation uses on the dike were required. Currently there are no SBWLMD ordinances precluding such uses, however past practice has generally precluded motorized or horse use on the dike in order to protect the structure.

- Water quality update and general lake conditions. Lake levels have returned to seasonal normal and water clarity throughout the autumn was exceptional. McNelly-Bell asked for permission to speak from the floor. She expressed that there are several options to perform water quality data collection; (1.) seek a DNR grant to purchase water sampling equipment (potentially costing up to \$6000) and (2) contacting waste water treatment plants in the

watershed to see if they could perform limited basic water quality sampling on seasonal samples from Willow Springs Lake. Commissioners asked that McNelly- Bell and her committee investigate these options and report back at a future meeting.

- Nuisance animal update and invasive species observations and management. Bell reported that beaver trapping using submerged under ice traps is occurring. No beaver activity has been noted, however muskrats seem to be abundant and will be monitored.
- Fish management update and winter ice fishing and recreation survey. Commissioner think that the voluntary ice fishing survey should be repeated for winter 2021-22.

Legislative Update – Town/County/State: Nothing to report

Select dates for future meetings: Next meeting Monday 7 February 2022.

Adjournment: Topczewski made a motion to adjourn at 7:45 PM. Motion second by Guy and unanimously approved.